ONSITE WASTE TRACKING FORM INSTRUCTIONS

NOTE: Page 2 of the Onsite Waste Tracking Form (OWTF) is only used when shipping dangerous/hazardous or Toxic Substances Control Act wastes. List only the constituents (item 36) that are applicable to the assigned waste codes or polychlorinated biphenyls, as applicable.

1. **Disposal Coordinates:** To be left blank. A representative of the Environmental Disposal Facility (ERDF) shall complete this item to record the disposal coordinates of the waste.

2. **Lift:** To be left blank. A representative of the ERDF shall complete this item.

3. **Signature - acceptance:** To be left blank. A representative of the ERDF shall sign this item, indicating the certification and acceptance of the waste shipment.

4. **Date:** To be left blank. The representative of the ERDF who signed item 3 above shall date this item.

5. **Transport Approval Number:** Enter the transport approval number obtained from the ERDF and record it at the top of page 2 of the OWTF in the space labeled "Transport Approval Number."

6. **Generator Tracking Number:** Enter the transport approval number from item 5 above.

7. **Generator's US EPA ID No:** Enter "WA 789 00 8967."

8. **Generator's Name & Mailing Address:** Enter the following address:
   U.S. Department of Energy, Richland Operations
   P.O. Box 550
   Richland, WA 99352

9. **Transport Company Name:** Enter the name of the transport company.

10. **Point of Origin:** Enter the location from which the waste material originated (e.g., waste site or facility number).

11. **Waste Vol. (m^3):** Enter the volume of waste in the shipment (in m^3). Do not enter the volume of the shipping containers.

12. **Contact:** Enter the name of the responsible Authorized Shipper.

13. **Billing Code:** Enter the code of accounts for project waste disposal.

14. **Date Filled:** Enter the date the container was filled.

15. **Address:** Enter the area number, building number, and mail stop of the responsible Authorized Shipper.

16. **Net Wt. (lb):** Enter the net weight of the waste (in pounds), estimated weights may be used for onsite shipments.

17. **Gross Wt. (lb):** Enter the gross weight of the shipment (in pounds), estimated weights may be used for onsite shipments.

18. **Phone:** Enter the phone number of the responsible Authorized Shipper.

19. **Signature:** Enter the signature of the responsible Authorized Shipper certifying that the waste is properly classified, described, packaged, marked and labeled, and in proper condition for transportation.

20. **Date:** Enter the date that the OWTF is signed by the responsible Authorized Shipper from item 19 above.

21. **Container #:** Enter the container or truck number, as applicable. In most cases, numbered RCI roll-on/roll-off containers will be used for transport to the ERDF.

22. **Waste Profile Number:** Enter the waste profile number for the site from which the waste originated.

23. **Container:** Enter a description of the container being shipped. The RCI roll-on/roll-off containers are bulk metal boxes. When transporting a load of containers on a flatbed-style vehicle, describe the containers on the vehicle (e.g., wood boxes, metal drum, or plastic wrapped).

    # of Containers: Enter the number of containers being transported. A RCI roll-on/roll-off container is one type of container used to transport bulk material.

24. **US DOT Description (PSN, HC, ID Number, PG):** Enter the proper shipping name, hazard class, UN/NA number, and packing group for the material being transported determined in accordance with 49 CFR. Also enter additional descriptive language as required by 49 CFR to be "in association with" the basic description. Also enter the U.S. Nuclear Regulatory Commission (NRC) class and indicate if the uranium content is unirradiated natural uranium or depleted uranium. In addition, for radioactive material enter the physical and chemical form of the material. For bulk soil (the most common entry), the entry shall read, "Normal Form, Solid, Elemental." Enter radionuclides that are required to be listed, but which are not found in item 27 below. If the waste is not regulated by the U.S. Department of Transportation (DOT), enter "None" except as noted below:

a. Material not regulated by DOT, that is Washington State dangerous waste only, followed by the appropriate criteria designation of the waste that is either toxic, persistent, solid corrosive, or a combination of these entered in parentheses, as follows: "Material Not Regulated by DOT (Washington State Dangerous Waste Only, Toxic)."

25. **Dose Rate _____ mR _____ at _____ m:** Enter the dose rate for the transport package in millirem (mR) and distance in meters (m) or centimeters (cm), as determined by the radiological control technician.

26. **Emergency Contact:** Enter "(509) 373-3800."

27. **Radionuclides:** Enter the curies per m^3 in the "Actual (ci/m^3)" column for each radionuclide contained in the waste being described in the OWTF.

28. **Total TBqs:** Enter the total terabecquerels for all radionuclides contained in the waste being described in the OWTF.

29. **WA State Waste Designation _____ DW? _____ EHW?:** Enter "Y" (Yes) or "N" (No) to indicate whether the waste is Washington State dangerous waste or Washington State extremely dangerous waste.

30. **Is Waste LDR? Y ☐ N ☐:** Check the Yes (Y) or No (N) box to indicate if the waste is land disposal restricted.

31. **Is Waste Debris? Y ☐ N ☐:** Check the Yes (Y) or No (N) box to indicate if the waste is debris.

32. **Applicable Waste Codes:** Enter all state and Federal waste codes applicable to the waste to be transported. If no waste codes are applicable, enter "None."

33. **Physical Waste Description:** Enter a physical description of the waste to be transported.

34. **Estimated Volume %:** Enter the estimated volume percentage for each item listed in item 33 above.

35. **Totals:** Enter the total estimated percentages from item 34 above. The total shall equal 100%.

36. **Hazard Constituents:** For each constituent listed, enter the profile limit from the site profile in the "Profile Limit (mg/kg)" column in milligrams per kilogram. If no profile limits are applicable, enter "N/A."

For each constituent listed, enter the actual amount contained in the waste in the "Actual (mg/kg)" in milligrams per kilograms. If the constituent is not present in the waste, enter "N/P."

37. **Comments:** Enter the package identification numbers, as applicable. Enter any additional information as necessary.